

Government Relations FAQs

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Legislators

Q. How do I find out who my legislators are?

- A. The [Wisconsin State Legislature](#) has a handy webpage — called [Who Are My Legislators?](#) — to help Wisconsin citizens find their legislators.

Q. Where do I find contact information for state legislators?

- A. The Wisconsin State Legislature website provides this information in several ways:

Senators: An [electronic mail directory](#) (includes staff email addresses)

An [office/phone directory](#)

Representatives: An [electronic mail directory](#) (includes staff email addresses)

An [office/phone directory](#)

Q. What are the current legislative districts in Wisconsin?

- A. The [State Senate Districts maps](#) and the [State Assembly Districts maps](#) were updated in 2011 (Wisconsin Act 43 & Act 46) in response to the 2010 census. As of June 2012, Assembly Districts 8 and 9 have not been finalized. Visit the [Wisconsin's Assembly Districts](#) page on the Wisconsin State Legislature website for an update.

Q. What address do I use to send mail to legislators?

- A. Mail for Senators and Representatives should be sent to a specific mailing address.

Senators: Senator _____
P. O. Box 7882
Madison, WI 53707-7882

Representatives: Representative _____
P.O. Box 8952 (Reps last name A-L) OR
P.O. Box 8953 (Reps last name M-Z)
Madison, WI 53708

Q. What return address do I use when sending mail to legislators?

- A. If you are sending mail to a legislator or staff in order to **educate** or **inform** them about issues directly related to your professional role, then you should use your work address as the return address.

However, if you are sending mail in attempt to **persuade** a legislator or their staff to support a given policy or vote a certain way, then you must use your home address for the return address and your own resources in order to make the contact.

Guidelines for contacting legislators

Q. As a university employee, when is it OK for me to contact legislators or their staff?

- A. The rules are complex and reflect state and federal lobbying rules. To find out whether or not you can make contact on state time and using state resources, ask yourself the following questions:

→ Am I contacting legislators or their staff to **educate** or **inform** them about issues directly pertaining to my professional role and while acting in my professional capacity? If your answer is yes:

- You may use state time and resources (phones, fax machines, computers, letterhead, etc.).
- Please coordinate your efforts with government relations [staff](#) so they are aware of your contacts and your messages are consistent with each other.
- Understand that you are limited to five such contacts per legislator every 6 months; more than that is considered advocating. The exception: there is no limit to the number of times you can contact legislators who represent the district you live in.

→ Am I contacting legislators or their staff to try to **persuade** them to support a given policy or vote in a given way? If your answer is yes:

- You may **not** use state time and resources (phones, fax machines, computers, letterhead, etc.).
- You may engage in advocating activities outside of the work day and during your lunch break as long as:
 - You are not paid or otherwise acting in your professional capacity
 - You are not using state resources (cell phone, computer, iPad, etc.)

→ Am I contacting legislators or their staff for an issue related to an **election campaign**? If your answer is yes:

- You may **not** use state time and resources (phones, fax machines, computers, letterhead, etc.).
- You may engage in political campaign work outside of your work day and during your lunch break as long as:
 - You are not paid or otherwise acting in your professional capacity
 - You are not using state resources (cell phone, computer, iPad, etc.)
- Because the rules are complex, please review our Political Campaign FAQs for more information.

During election campaigns, additional guidelines apply. For a more detailed look, visit [UW System's political campaign activity guidelines](#).

Voter ID Law

- Q. Do Wisconsin citizens need an ID to be able to vote?**
- A.** At this time (June 2012) you do not need to produce photo identification in order to cast your vote.

On Tuesday, March 6, 2012, in one of the two lawsuits in Dane County Circuit Court against the voter ID law, a Dane County judge ordered the Governor and the Government Accountability Board to “cease immediately any effort to enforce or implement the photo identification requirements” of the law. This means that at the present time it appears Wisconsin residents who are eligible to vote will ***not be required to produce photo identification***. The judge’s order is subject to appeal and UW institutions will continue to provide voter ID compliant student ID cards and enrollment verifications to students who request them. As further information becomes available, updates will be provided at: <http://www.Wisconsin.edu/vote/>